



Office for  
Transition  
Ministry

# Ministry Portfolio

*Full Portfolio (last updated Nov 17, 2018)*

## St. James, Woodstock, Vermont

2 St. James Place, Woodstock, VT 05091-1214, United States

Contact:

Rector / Vicar / Priest-in-Charge | Receiving Names until 12/31/18.

[tely@diovermont.org](mailto:tely@diovermont.org)

Weekly Average Sunday Attendance (ASA)	Number of Weekend Worship Services	Number of Weekday Worship Services	Number of Other per Month Worship Services
54	2	1	
Current Annual Compensation	Cash Stipend	Housing / Rectory Detail	Utilities
			\$7000
SECA reimbursement	Compensation Available for New Position	Housing Available for	Pension Plan
	\$65000	6	<b>We're in compliance with CPF requirements.</b>
Healthcare Options	Dental	Housing Equity Allowance in budget	Annual Equity Amount
Full family	Yes	Negotiable	
Vacation Weeks	Vacation Weeks Details	Continuing Education Weeks	Continuing Education Weeks Details
One month, including 5 Sundays (standard)		2 (standard)	
Continuing Education Funding in budget	Sabbatical Provision	Travel/Auto Account	Other Professional Account
up to/including \$500/year	Yes	Yes	Yes

*\$52,112 plus provided housing; \$65,000 with housing allowance*

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Describe a moment in your worshipping community's recent ministry which you recognize as one of success and fulfillment.

The recent renovation of our building and grounds (2014-15) constitutes a major success in our lives at St. James. As part of a \$1.4-million campaign ("Building on Faith"), we created access into and throughout the building: external and internal ADA-compliant ramps into the sanctuary, and an elevator that eliminates the need to take stairs into our adjacent parish hall. These improvements seamlessly blend into the existing historic architecture. We also removed asbestos throughout the building, replaced the antiquated heating system, and corrected external drainage that had restricted use of part of our parish hall and was threatening its integrity. These physical renovations—the fulfillment of a decades-old dream held by many parishioners—have allowed us to expand our outreach by making ingress and egress easier for a wider swath of our community. As an additional benefit, the period of time when we were displaced from the sanctuary and worshiped in the nearby library strengthened our understanding of our presence as a "church without walls" and reminded us of the importance of our community independent of our physical plant.

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How are you preparing yourselves for the Church of the future?

In November 2015, we adopted a mutual ministry (MM) model and process and have been taking steps toward fulfilling the needs and reaching the goals articulated in our MM review. Historically, there have been many avenues for members of the congregation to become involved in the behind-the-scenes operation of the church (e.g., altar guild, worship and fellowship committees). We are actively folding these committees into the MM model and incorporating new parishioners into these ministries. In doing so, we are capitalizing on the energy that came from our last interim period as well as from our successful capital campaign and renovation. There is increased outreach to residents of two adult care facilities, and we recently have issued a call to create a team of congregants who would provide meals for people in need of them. We are also moving toward being an environmentally conscious church, given that our physical world is in crisis. We recognize that our finances require us to reevaluate what we can ask a professional to do on our behalf, and we understand that the church of the future exists beyond the walls of our buildings even as we give leadership opportunities to newcomers.

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Please provide words describing the gifts and skills essential to the future leaders of your worshipping community.

Good communicator; collaborative; compassionate; patient; organized; encouraging; inviting; loving; familiar with and draws sustenance from Holy Scripture and Book of Common Prayer; faithful; flexible; creative;

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Describe your liturgical style and practice for all types of worship services provided by your community.

Our liturgical style and practice tend to be traditional and formal. We have two services on Sunday mornings: one, at 8 AM, uses Rite I and usually has no music; the other, at 10 AM, uses Rite II and features the choir, organ, and congregational singing; at both we celebrate the Eucharist. In addition, we have a weekly Evening Prayer service and occasional other special services and feast days (e.g., choral evensong, Lenten and Eastertide services). We fall on the higher end of the continuum of Episcopal worship: we have a full complement of priestly and altar linens to celebrate the various times in the church year, we break out the thurible on some high holy days, and if a celebrant feels comfortable intoning portions of the liturgy, our congregation can follow enthusiastically. We see ourselves as part of the community of the faithful that has existed for centuries; at the same time, we are increasingly open to exploring new ways of worship in our service together.

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How do you practice incorporating others in ministry?

Each year our church community joyfully and energetically works together in ministry for the betterment of the community as we prepare for and put on the St. James Fair. Nearly everyone in the church is involved in sorting, polishing, pricing or selling the rummage items donated by local residents; local charities benefit from receiving the net proceeds of the fair. The people of St. James also benefit by feeling more fulfilled and closer to God from helping their church and the community. Beyond the fair, there are many at St. James who volunteer on their own to help with any task, seeing it as part of their service to God. Those people are easily incorporated into the ministry of St. James. The challenge is to let new members and less active members know about the ministry opportunities at St. James and to motivate them to get involved. Many people respond positively when asked to participate: for example, two of our three co-chairs for the fair are relatively new to the parish, and many of our lectors and ushers are newer worshippers. Our hope is that our move to an MM model might succeed in incorporating more members of the congregation into the active ministry at St. James.

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As a worshipping community, how do you care for your spiritual, emotional and physical well-being?

Our Sunday worship and other services are our principal means for enriching our spiritual lives. Our strong music ministry enhances both our spiritual lives and our outreach to the community. We offer Sunday school for our youth consistently during the school year, adult education according to interest, and confirmation classes every five years or so. We nourish our emotional lives through the coffee hour after the 10 AM service, receptions after concerts and evensongs, and potlucks several times a year. We regularly pray for those in need, and we work hard to extend pastoral care to our members and our neighbors (e.g., calls from parish leaders, visits to shut-ins, delivering prepared meals, providing transportation). In terms of our physical lives, our building is ADA-compliant, making it accessible to those who benefit from the ramp and elevator. It should be noted that, in addition to having two Sunday morning services, we have in effect two congregations, as some of our parishioners go south for the winter, so we care for a range of parishioners through the church year.

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How do you engage in pastoral care for those beyond your worshipping community?

We are engaged in various refugee resettlement programs here in Vermont, and we use our resources to help believers in the Congo as well as a Congolese family that came to the U.S. We hold a quarterly drive to help stock our local food shelf, which was originally started in our parish hall. We partner with our local Dismas House, which provides food and shelter for those transitioning from prison. We provide clothing and gifts to residents of a local halfway home for those with mental illness as well as to children who were affected by Hurricane Irma. We visit local elder care facilities and provide the Eucharist there once a month. We participate in the Episcopal Relief & Development fund and in diocesan fund drives. Our building is used by Alcoholics Anonymous; the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC); by other charitable organizations such as King's Daughters and Sons; and a local preschool is housed here. And the proceeds from our annual St. James Fair, which have been in excess of \$20,000 some years, go overwhelmingly to outreach in our local community.

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Describe your worshipping community's involvement in either the wider Church or geographical region.

In addition to the pastoral care outlined in earlier questions, we are also excited about our music ministry, which involves us in the wider geographical community. During the year we present special Evensongs, organ recitals, and choral concerts that attract members of the wider community. This July, we held our sixth triennial Liturgy Festival, where the chapel choir from Downing College, Cambridge (U.K.), joins us for four days of choral services and workshops and receptions open to the public. These services are extraordinarily well attended for such a small church (130 for one Evensong alone). A high percentage of those who come are local but not parishioners, and we view this as a way to attract new members. In terms of the wider church, St. James partners extensively with the Diocese of Vermont in ministry throughout the state. We send delegates to the diocesan convention, participate fully in the program, provide leadership within the diocese on various councils and committees, and host diocesan events in Woodstock. We give generously to diocesan funds and support Rock Point, the diocese's camp and retreat center.

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Tell about a ministry that your worshipping community has initiated in the past five years. Who can be contacted about this?

An outgrowth of our Mutual Ministry (MM) model can be seen in a ministry that the Rev. Betty Berlenbach, currently a non-stipendiary priest-associate at St. James, recently started. Teams go monthly to two local elder care facilities—Mertens House and Woodstock Terrace—and provide a celebration of Holy Eucharist to the residents there. Those who go to these facilities are sent out as part of the 10 AM service, with the Eucharistic services at these facilities taking place shortly after 11 AM on Sunday morning. This ministry began with a single service to Mertens House, but Betty saw an unmet need at the Woodstock Terrace as well and recruited and trained parishioners to reach out to the residents there. Given that some of our parishioners have lived in both facilities, our ministry there extends our care for our church family, although most of the residents currently in attendance at these services have no affiliation with St. James at the present time. Laura Kent is the pastoral care liaison on the vestry and has the best overview of this and other pastoral care ministries.

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What is your practice of stewardship and how does it shape the life of your worshipping community?

A recent expression of stewardship can be seen in the massive renovation we undertook in 2015. We mitigated drainage issues, handicapped accessibility, asbestos, mold, and other structural issues which had made our space unattractive, unhealthy, and unaccommodating for our future life together. We were able to raise in excess of \$1,000,000 to accomplish this. Support came from large and small donors alike, and many were involved in the planning and execution of the capital campaign and building renovation. We were reminded that stewardship happens most effectively when we have clear goals, good communication, and committed leadership. We recognize that, at a time when some of our wealthier supporters have passed away and Woodstock has increasingly become a second-homeowner community, we have been inconsistent recently with our annual stewardship campaigns. At the same time, we recognize potential for more regular giving. Stewardship as a practice manifests as a deeply felt love and loyalty people have for the place and people of St. James. As we move forward with MM, we hope to imbue our annual giving campaign with some of the spirit we experienced during the capital campaign.

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What is your worshipping community's experience of conflict? And how have you addressed it?

Parishioners describe St. James as a warm and committed community. Newcomers increasingly find a home here, and old timers increasingly greet all with open arms. Because we are small, conflict can tear at this fabric of commitment and community. We try to address our conflicts with compassion for all and in a personal and proactive manner. Two examples of recent conflict illustrate our approach to conflict. In 2009, we experienced the dissolution of a ministry. We held many congregational meetings and took our time in discovering our path forward, which culminated in the calling of the Rev. Norman MacLeod in summer 2011. The communication during these two years was robust. In 2013, we experienced the dismissal of our music minister. Communication at the time was partly constrained for legal reasons, which left some congregants feeling uncertain about the direction of the parish. In both instances, a few attendees chose to leave St. James; in both instances, some of these individuals returned. And throughout these times, new people continued to join the community. We endeavor to be loving no matter the challenges that come our way.

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What is your experience leading/addressing change in the church? When has it gone well? When has it gone poorly? And what did you learn?

Gone well? The addition of a free-standing altar to our worship was initially a huge item of contention. Its sparseness reminded some of a kitchen table; finding the right place for it led some to question its utility. We compromised by dressing it with appropriate altar vestments and moving it in front of the permanent altar. It took patience and lots of communication, but we use the free-standing altar exclusively now. Went poorly? As we attempt to shift from a ministered-to community to a ministering community, we are experiencing some hiccups. We sense there needs to be more communication about this shift in our understanding of how ministry takes place here. We also need to figure out ways to make ourselves relevant to members of Generation X (35-55-year-olds). We learned? The value of good communication. The importance of effective organization. The importance of regular and continuing training (training of the leadership to engage parishioners, and training of the parishioners to engage in ministry). The knowledge of our community's gifts, talents, and abilities, stemming from person-to-person contact. And the recognition that this work is never, ever done.



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### Prior Incumbents

Name	Position Title	Date Begun	Date Ended
<b>Norman MacLeod</b>	<b>Rector / Vicar / Priest-in-Charge</b>	<b>2011-09</b>	<b>2017-06</b>

Name	Position Title	Date Begun	Date Ended
<b>Christina Brannock-Wanter</b>	<b>Rector / Vicar / Priest-in-Charge</b>	<b>2001-09</b>	<b>2009-08</b>

Name	Position Title	Date Begun	Date Ended
<b>Donald Boyer</b>	<b>Rector / Vicar / Priest-in-Charge</b>	<b>1982-07</b>	<b>1999-07</b>

Church School	Number of Teachers/Leaders for Children School	Number of Students for Children School
	<b>2</b>	<b>3</b>

Number of Teachers/Leaders for Teen/Young Adults School	Number of Students for Teen/Young Adults School	Number of Teachers/Leaders for Adults School	Number of Students for Adults School
<b>1</b>	<b>2</b>	<b>1</b>	<b>8</b>

Day School	Number of Students for Day School	Number of Teachers for Day School	Number of Total Staff for Day School



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Worshipping Community Web site: [www.stjameswoodstock.org](http://www.stjameswoodstock.org)

Media Links:

Online References:

> <https://www.facebook.com/StJamesWoodstock/>

Languages Significantly Represented:

**English**

Provide Worship or Classes in:

**English**

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### References

Bishop:

**Thomas C. Ely**

802-863-3431 [tely@dioceseofvermont.org](mailto:tely@dioceseofvermont.org)

Diocesan Transition Minister

**Canon Lynn Bates**

802-863-3431 [lbates@dioceseofvermont.org](mailto:lbates@dioceseofvermont.org)

Current Warden/Board Chair

**Barbara Johnson**

802-436-3300 [johnsonbl@usa.net](mailto:johnsonbl@usa.net)

Previous Warden/Board Chair

**Joseph Morel**

802-234-6314 [jmorel@nwtzl.com](mailto:jmorel@nwtzl.com)

Search Chair

**Sara Stadler**

802-457-7370 [ssadler730@gmail.com](mailto:ssadler730@gmail.com)

Parish/Institution

Local Community Leader